



DEPARTMENT OF THE NAVY

COMMANDING OFFICER
NAVAL SUPPORT ACTIVITY, NORFOLK
NORTHWEST ANNEX
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CHESAPEAKE, VIRGINIA 23322-4094

NAVSUPPACTNORVANWINST 3440.1

N02DPO

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NAVSUPPACT NORFOLK NORTHWEST ANNEX INSTRUCTION 3440.1

Subj: DESTRUCTIVE WEATHER PLAN

Ref: (a) COMNAVREGMIDLANTINST 3141.1
(b) NAVSUPPACTNORVAINST 3440.1
(c) HRO Manual - 94

Encl: (1) Disaster Preparedness Officer (DPO) Thunderstorm or
Tornado Watch Checklist
(2) DPO Severe Thunderstorm Warning Checklist
(3) DPO Tornado Warning Checklist
(4) DPO Tropical Cyclone/Hurricane Condition V Checklist
(5) DPO Tropical Cyclone/Hurricane Condition IV Checklist
(6) DPO Tropical Cyclone/Hurricane Condition III Checklist
(7) DPO Tropical Cyclone/Hurricane Condition II Checklist
(8) DPO Tropical Cyclone/Hurricane Condition I Checklist
(9) Destructive Weather Emergency Shelter Plan
(10) DPO Notification Check-off Sheet
(11) Very High Frequency Hecklar Radio System Callsigns

1. Purpose. To publish guidance and procedures to be employed by Naval Support Activity, (NAVSUPPACT), Norfolk, Northwest Annex, storefronts, and tenant commands in the event of destructive weather (tropical) cyclones, nor'easters, thunderstorms, tornadoes, gales, severe windstorms and snow storms.

2. Cancellation. NAVSUPPACTNORVAINST 3440.2

3. Information. Reference (a) provides guidance and procedures to be employed by commands and activities in the Senior Officer Present Afloat (SOPA) Hampton Roads area in the event of destructive weather. Reference (b) provides guidance from the Commanding Officer (CO), in particular for the duties of the Command Duty Officer (CDO). Reference (c) specifies regulations for administrative dismissal of civilian personnel due to destructive weather.

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4. Discussion

a. Severe/destructive weather phenomena can occur anytime of the year in this locale. Such weather may endanger life, destroy property, and significantly impair the ability of NAVSUPPACT Norfolk, Northwest Annex and its tenant activities to carry out their assigned missions. It is imperative that all personnel are aware of actions to be taken to minimize loss of life or property, and to carry out recovery operations when destructive weather occurs.

b. Weather storm conditions for the Hampton Roads area, including securing/recall of personnel, are set and canceled upon orders of Commander, Navy Region, Mid-Atlantic (COMNAVREGMIDLANT) by message and/or telephone and are given wide publicity on local radio and television stations. All news releases concerning winter storm conditions in the Hampton Roads area released by COMNAVREGMIDLANT apply to NAVSUPPACT Norfolk, Northwest Annex unless modified by the CO. If the CO modifies or sets a snow condition for NAVSUPPACT Norfolk, Northwest Annex, this information will be reported to SOPA (Admin) Portsmouth's Duty Officer. "Hampton Roads Area" refers to the complex of Navy and Marine Corps activities within a 50-mile radius of Norfolk.

c. Notification of severe weather will be from the SOPA (Admin) Portsmouth Sub-area via NAVSUPPACT Norfolk CDO. The NAVSUPPACT Norfolk CDO will immediately notify the NAVSUPPACT Norfolk, Northwest Annex Officer in Charge (OIC) and Assistant Officer in Charge (AOIC).

5. Responsibilities

a. The OIC/AOIC shall:

(1) Establish the Emergency Operations Center (EOC) at Building 145 Quarterdeck.

(2) Include all tenant commands in disaster preparedness planning.

(3) Maintain an up-to-date listing of internal resources, which may be made available for disaster assistance.

(4) Provide for emergency shelter of essential personnel at Building 41 or the Bachelor Enlisted Quarters depending on storm severity.

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(5) Recommend approval to the CO for all requests for mutual aid assistance from the City of Chesapeake, and local military and civilian organizations.

(6) Recommend to the CO the release of non-essential personnel as the situation warrants.

(7) Establish emergency communications with local military establishments on the HECKLAR Net.

(8) Assign and coordinate the duties of all weather-related working parties.

(9) In accordance with reference (a), notify SOPA (Admin) Portsmouth of attainment of preparations via enclosures (1 - 8).

(10) Give the order of evacuation of Navy Housing and campgrounds at the same time as the Outer Banks, as warranted.

(11) Coordinate and direct all post-storm cleanup operations.

(12) Update the Northwest Destructive Weather Information Line, (757) 421-8226, as necessary.

(13) Conduct a yearly review of this instruction.

b. Tenant Commands. Required to provide a copy of their Destructive Weather Instruction/Standard Operating Procedures to the OIC/AOIC by 1 June annually.

c. Food Services Officer shall establish a plan to provide emergency rations to an estimated 200 personnel. The plan should take into account worst case conditions with respect to the number of people to feed, and the number of meals to serve.

d. Bachelor Housing. Establish a plan to provide housing for an estimated 200 personnel.

e. Public Works Officer shall:

(1) Ensure all facilities and utility systems are properly prepared for destructive weather.

(2) Ensure emergency generators are connected and running as directed by the OIC/AOIC.

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(3) Assist the OIC/AOIC in centralizing transportation resources throughout the installation.

(4) Provide assistance during the storm and post-storm cleanup.

f. Security Officer shall:

(1) Maintain responsibility for the operational management of the YARDMARKER radio net.

(2) Coordinate the activation of the Auxiliary Security Force (ASF) as necessary.

(3) Security Officer shall obtain information from Chesapeake and Virginia Beach City Police, and Virginia and North Carolina State Police authorities concerning road conditions in surrounding areas by 0430 (i.e., I-64, I-264, Route 13, Route 17, Route 168, Centerville Turnpike, and Ballahack, Johnstown, Bunch Walnuts, Benefit, and Backwoods Roads).

g. The NAVSUPPACT Norfolk CDO shall:

(1) Notify the OIC/AOIC via phone of the receipt of weather messages and their content.

(2) Maintain and update, as necessary, storm position(s).

(3) Maintain all hurricane-related messages for record purposes until the end of the season.

h. Civilian Personnel. Per reference (c), the release, retention, or recall of civilian personnel assigned to the command will be at the discretion of the CO. Personnel will be informed to return to work by announcements on television or radio. It is the responsibility of the employee to keep abreast of the situation by listening to public media announcements. If notification by radio or television has been given, personnel are expected to report to work as announced. Personnel who do not report to work will be placed in an annual leave status for the period not covered by administrative excuses.

i. Emergency Operations Center (EOC) Staffing. The EOC staff will consist of the following personnel (at OIC discretion): NAVSUPPACT Norfolk, Northwest Annex OIC/AOIC, Public Works Officer, Security Officer/Assistant Security Officer, Security Dispatcher, NAVSUPPACT Norfolk, Northwest Annex

Disaster Preparedness Officer (DPO), Chaplain, and two corpsman to be dispatched at EOC discretion. Responsibilities are to coordinate all command preparedness efforts, recovery, and cleanup actions and act as official information sources and media release to military and civilian inquiries.

6. Guidelines for Implementing Destructive Weather Instructions/Standard Operating Procedures (SOPs). All storefronts and tenant commands will establish instructions/SOPs for destructive weather procedures, which will include at a minimum, the following topics:

a. Procedures for protecting life and property during destructive weather conditions.

b. Protection of all exposed facilities and equipment (i.e. sandbags) from high wind and water, and removal of all possible wind driven missile hazards.

c. Protection of vital classified material and records from being lost or damaged.

d. Establishment of ALPHA/BRAVO personnel watchbill including procedures for recall of ALPHA personnel, release of BRAVO personnel, and provisions to modify the watchbill as conditions warrant.

e. Allowing ALPHA personnel the time necessary to secure their personal residences, and take care of their families before reporting to work.

f. Maintaining communications with EOC. All unnecessary and unofficial communications with EOC should be kept to an absolute minimum. All reports will be made to NAVSUPPACT Norfolk, Northwest Annex DPO.

g. Keeping all personnel informed of current conditions.

h. Controlling, handling, and issuing emergency rations to personnel on watch.

7. Winter Storm Conditions. Severe winter storm conditions can cause accumulation of ice and snow on roads in the South Chesapeake Area causing hazardous driving conditions for military and employees who transit to and from NAVSUPPACT Norfolk, Northwest Annex daily. SOPA (Admin) Hampton Roads will evaluate weather forecasts and after notification to SOPA (Admin) Hampton

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Roads Duty Office, set a winter storm condition in the Norfolk sub-area via phone tree, followed by message. SOPA (Admin) Hampton Roads will notify other sub-area coordinators of the current condition via phone. The decision to set a winter storm condition for NAVSUPPACT Norfolk, Northwest Annex must be made and reported to the sub-area coordinator prior to 0330 daily.

a. Responsibilities

(1) CO shall:

(a) Establish reporting criteria for essential/non-essential personnel attached to NAVSUPPACT Norfolk, Northwest Annex, tenant commands and storefronts.

(b) Direct the NAVSUPPACT Norfolk Public Affairs Officer (PAO) to notify local media outlets concerning personnel reporting requirements.

(2) NAVSUPPACT Norfolk, Northwest Annex OIC/AOIC shall:

(a) Make recommendations for the report of essential/non-essential personnel attached to NAVSUPPACT Norfolk, Northwest Annex, tenant commands and storefronts to the CO based on the status of current local condition in the South Chesapeake Area.

(b) Designate installation staff as essential or non-essential personnel.

(c) Coordinate with the Public Works Officer to ensure the effective snow and ice removal on base.

(d) By 0430, assess local weather situation and obtain weather forecast for the next six to 12 hours. (This information is obtainable via Internet access.)

(e) By 0500, advise the CO or Executive Officer of local weather and road conditions, including Norfolk/Virginia Beach/Elizabeth City areas, and provide recommendations on setting a winter storm condition at NAVSUPPACT Norfolk, Northwest Annex.

(f) By 0500, notify SOPA (Admin) Hampton Roads of local conditions and whether the CO has set winter storm conditions for NAVSUPPACT Norfolk, Northwest Annex.

(g) If a winter storm condition is set, notify those personnel contained in enclosure (10).

(h) Update the Northwest Destructive Weather Information Line, (757) 421-8226, as necessary.

(i) Initiate Alpha recall as necessary.

(j) Coordinate with the Public Works Officer to recall Public Works Alpha personnel and alert base support contractor for snow removal as necessary.

(k) If watch personnel cannot reach the Galley or if the Galley is unable to serve meals, inform the Galley Watch Captain to be prepared to make box lunches in lieu of meals for those personnel on duty at all tenant commands and storefronts.

(l) If conditions are such that travel on local roadways is considered hazardous for personnel to return to their residences, a shelter may be opened to support those individuals stranded by weather. (Coordinate with the Combined Bachelor Housing Office to determine barracks availability.)

(m) The OIC/AOIC may recall personnel from the barracks to assist in snow removal.

(3) NAVSUPPACT Norfolk PAO shall notify local media outlets in accordance with reference (a).

(4) Security Officer shall obtain information from Chesapeake and Virginia Beach City Police, and Virginia and North Carolina State Police authorities concerning road conditions in surrounding areas by 0430 (i.e., I-64, I-264, Route 13, Route 17, Route 168, Centerville Turnpike, and Ballahack, Johnstown, Bunch Walnuts, Benefit, and Backwoods Roads) and notify the OIC/AOIC.

(5) Public Works Officer shall:

(a) Recall Public Works Alpha personnel and alert base support contractor for snow removal as necessary.

(b) Ensure the effective road clearing in accordance with reference (b).

(6) Food Service Officer shall:

(a) Ensure availability of rations to personnel who remain on base during winter storm conditions.

(b) Recall Alpha personnel in time to provide meals for Alpha personnel and personnel on base.

(7) Tenant Commanders shall:

(a) Ensure common walk areas in the immediate vicinity of their buildings be kept free of ice or other hazardous conditions which affect the safety of personnel.

(b) Designate essential and non-essential personnel.

b. Action. Snow and ice removal vehicles will have the right of way over all vehicles except emergency vehicles. Other vehicles will give way to snow removal vehicles in the same manner accorded emergency vehicles.



E. L. SCOTT
By direction

Distribution: (NAVSUPPACTNORVAINST 5216.1P)
List II and V through VII

DISASTER PREPAREDNESS OFFICER THUNDERSTORM/TORNADO WATCH CHECKLIST

Initial/Local Time

- _____ Immediately notify personnel contained in the Notification Check-Off Sheet, enclosure (10).
- _____ Request Security to rove the base (i.e., barracks, campgrounds, base housing) to notify personnel of impending weather threat, and take necessary precautions.
- _____ Make periodic weather observations. If conditions worsen, the Officer in Charge/Assistant Officer in Charge may deem it necessary to issue additional notifications/advisories.
- _____ If time permits, every effort should be made to secure loose objects around the station, especially those that may serve as destructive missiles during high winds.
- _____ If a gale warning is in effect, hoist the Gale Warning Pennants (two red pennants, one flown over the other) to the flagpole yardarm, and post a notice on the base marquee of weather conditions.
- _____ Dispatch Watch inform Marine Corps Security Force Training Company personnel, if on the ranges, of impending weather via YARDMARKER Net.

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DISASTER PREPAREDNESS OFFICER SEVERE THUNDERSTORM WARNING CHECKLIST

Severe thunderstorms (with wind gusts equal to or greater than 50 knots and/or hail 3/4 inch diameter or greater) are forecast to impact the warning area. It is imperative that all actions be accomplished quickly. The most common source of a tornado is a severe thunderstorm. Conditions could degenerate very quickly during a thunderstorm.

Initial/Local Time

- _____ Immediately notify personnel contained in the Notification Check-Off Sheet, enclosure (10). Notify everyone to stop outside activity, secure exterior equipment, and clean up all trash and loose objects.
- _____ If conditions warrant, direct Security to notify everyone at the campgrounds to secure their belongings and take cover in a safe location.
- _____ Dispatch Watch broadcast a weather advisory on the YARDMARKER radio net.
- _____ If winds are expected to be 48-63 knots, the storm warning signal flag will be flown (flag with red background and black square located in the middle). Refer to NTP-13 1704 for additional instruction.
- _____ Maintain a continuous weather watch, reporting dangerous conditions to the Officer in Charge immediately.
- _____ Direct security to tour the entire station, particularly the housing area, and notify everyone playing or working outside of the weather threat.

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DISASTER PREPAREDNESS OFFICER TORNADO WARNING CHECKLIST

Tornadoes have been sighted in or adjacent to the warning area or have a strong potential to develop in the warning area. If the warning is for Chesapeake, Virginia, or Currituck County, North Carolina, and there is threatening weather such as dark clouds in the distance or a thunderstorm in progress, Disaster Preparedness Officer will take the following actions:

Initial/Local Time

- _____ Immediately notify personnel contained in the Notification Check-Off Sheet, enclosure (10). Inform each person of the immediate threat to life and property. The warning justifies immediate action to protect everyone.
- _____ Notify everyone to stop all outside activities, secure exterior equipment, clean up all trash and loose objects, and find shelter.
- _____ Direct Security to notify everyone at the campgrounds.
- _____ Dispatch Watch broadcast a weather advisor on the YARDMARKER Net.
- _____ Maintain a continuous weather watch, reporting any dangerous or suspicious conditions to the Officer in Charge immediately.
- _____ If conditions permit, direct Security to tour the entire station and notify everyone outside of the weather threat.
- _____ If a tornado is sighted or reported, the Quarterdeck Watch will immediately call the Fire Department at 421-8333/8244. Have the Firemen sound an "Alert" signal on the fire siren. The siren is a constant three to five minute siren blast.

DISASTER PREPAREDNESS OFFICER TROPICAL STORM/HURRICANE CONDITION V
CHECKLIST

Sustained winds of 63 knots or greater associated with a tropical system are possible within 96 hours.

Initial/Local Time

- _____ Naval Support Activity (NAVSUPPACT), Norfolk, Northwest Annex Disaster Preparedness Officer (DPO) notify all tenant commands to initiate telephone tree. Inform them that a Condition V status attainment report is required to the DPO via reverse telephone tree in six hours. If a tenant command is unable to comply in the time frame given, the NAVSUPPACT Norfolk, Northwest Annex DPO will notify the NAVSUPPACT Norfolk Command Duty Officer (CDO).
- _____ Hoist two storm-warning flags (one flown over the other) to the flagpole yardarm, and post a notice at the front gate indicating that we are in Condition V.
- _____ At the Officer in Charge's (OIC) discretion, meet with all Commanding Officers/OICs of tenant commands to discuss areas of responsibilities and assignment of duties.
- _____ Direct housing office to provide list of current residents.
- _____ Contact Public Works Center to check the status of fuel for all emergency generators and make arrangements to refill as necessary.
- _____ Remind storefronts and tenant commands to begin filling sandbags.
- _____ Review Tropical Storm/Hurricane Checklists for Conditions IV, III, II and I.
- _____ When the OIC/Assistant OIC is reasonably sure all actions have been or will be completed, and all tenant and storefronts have reported attainment of Condition V, notify the NAVSUPPACT Norfolk CDO that Northwest Annex has attained readiness Condition V.

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DISASTER PREPAREDNESS OFFICER TROPICAL STORM/HURRICANE CONDITION IV
CHECKLIST

Sustained winds of 63 knots or greater associated with a tropical system are possible within 72 hours.

Initial/Local Time

- _____ Naval Support Activity (NAVSUPPACT), Norfolk, Northwest Annex Disaster Preparedness Officer (DPO) notify all tenant commands to initiate telephone tree. Inform them that a Condition IV status attainment report is required to the DPO via reverse telephone tree in six hours. If a tenant command is unable to comply in the time frame given, the NAVSUPPACT Norfolk, Northwest Annex DPO will notify the NAVSUPPACT Norfolk Command Duty Officer (CDO).
- _____ Ensure NAVSUPPACT Norfolk Administrative Office is screening all message traffic and keeping Northwest Annex up-to-date.
- _____ Ensure all actions for Condition V have been completed.
- _____ Post a notice at the front gate that we are in Condition IV.
- _____ Test all hand-held radios to ensure they are in good working order. Contact Security for assistance if problems arise.
- _____ Direct all storefronts and tenant commands to inspect outside areas for missile hazards. Storefronts and tenant commands shall secure all exterior equipment and store all loose objects. Storefronts and tenant commands shall place sandbags where needed.
- _____ Review the Tropical Storm/Hurricane Checklists for Conditions III, II and I.
- _____ Notify NAVSUPPACT Norfolk CDO that Northwest Annex has attained readiness Condition IV.
- _____ Maintain normal operations/liberty schedule as feasible.

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DISASTER PREPAREDNESS OFFICER TROPICAL STORM/HURRICANE CONDITION III
CHECKLIST

Sustained winds of 63 knots or greater associated with a tropical system are possible within 48 hours.

Initial/Local Time

- _____ Naval Support Activity (NAVSUPPACT), Norfolk, Northwest Annex Disaster Preparedness Officer (DPO) notify all tenant commands to initiate telephone tree. Inform them that a Condition III status attainment report is required to the DPO via reverse telephone tree in six hours. If a tenant command is unable to comply in the time frame given, the NAVSUPPACT Norfolk, Northwest Annex DPO will notify the NAVSUPPACT Norfolk Command Duty Officer (CDO).
- _____ Ensure NAVSUPPACT Norfolk Administrative Office is screening all message traffic and keeping Northwest Annex up-to-date.
- _____ Ensure all actions for Condition V and IV have been completed.
- _____ Post a notice at the front gate that we are in Condition III.
- _____ Using the public announcement system on the Fire Chief's vehicle, notify all housing occupants of the situation. Emphasize the need to store all loose items that are outside. Prepare to evacuate.
- _____ Fuel all vehicles.
- _____ Direct all storefronts and tenant commands to inspect all their antennas.
- _____ Maintain normal operations/liberty schedule as feasible.
- _____ Notify ALPHA personnel of Condition III attainment and allow ample time to take care of personal requirements.
- _____ Conduct inventory of all shelter equipment.

Initial/Local Time

- _____ Advise contractors to make preparations for securing all outdoor work and equipment.
- _____ Position disaster supplies at Building 41 and Emergency Operations Center.
- _____ Direct Bachelor Quarters watch personnel to notify all Bachelor Quarters occupants to store bicycles and motorcycles in the Morale, Welfare and Recreation Department's Hobby Shop, and to prepare to evacuate if necessary.
- _____ Review the Tropical Storm/Hurricane Checklists for Conditions I and II.
- _____ Notify NAVSUPPACT Norfolk CDO that Northwest Annex has attained readiness Condition III.

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DISASTER PREPAREDNESS OFFICER TROPICAL STORM/HURRICANE CONDITION II
CHECKLIST

Sustained winds of 63 knots or greater associated with a tropical system are possible within 24 hours.

Initial/Local Time

- _____ Naval Support Activity (NAVSUPPACT), Norfolk, Northwest Annex Disaster Preparedness Officer (DPO) notify all tenant commands to initiate telephone tree. Inform them that a Condition II status attainment report is required to the DPO via reverse telephone tree in six hours. If a tenant command is unable to comply in the time frame given, the NAVSUPPACT Norfolk, Northwest Annex DPO will notify the NAVSUPPACT Norfolk Command Duty Officer (CDO).
- _____ Ensure all actions for Condition V, IV and III have been completed.
- _____ Post a notice at the front gate that we are in Condition II.
- _____ Activate Emergency Operations Center (EOC).
- _____ Establish communications guard on the HECKLAR radio net.
- _____ Contact Public Works Center to assist the EOC as necessary.
- _____ Based on the forecasted winds and destructive weather, direct Morale, Welfare and Recreation Department to suspend all activities, preferably at the end of normal working hours.
- _____ Recall Alpha personnel.
- _____ Review the Tropical Storm/Hurricane Checklist for Condition I.
- _____ Notify NAVSUPPACT Norfolk CDO that Northwest Annex has attained readiness Condition II.

DISASTER PREPAREDNESS OFFICER TROPICAL STORM/HURRICANE CONDITION I
CHECKLIST

Sustained winds of 63 knots or greater associated with a tropical system are possible within 12 hours.

Initial/Local Time

_____ Naval Support Activity (NAVSUPPACT), Norfolk, Northwest Annex Disaster Preparedness Officer (DPO) notify all tenant commands to initiate telephone tree. Inform them that a Condition I status attainment report is required to the DPO via reverse telephone tree in one hour. If a tenant command is unable to comply in the time frame given, the NAVSUPPACT Norfolk, Northwest Annex DPO will notify the NAVSUPPACT Norfolk Command Duty Officer (CDO).

_____ Ensure all actions for Condition V, IV, III and II have been completed.

_____ Post a notice at the front gate that we are in Condition I.

_____ Dismiss category BRAVO personnel. However, category BRAVO personnel may be retained as needed to accomplish hurricane preparations.

NOTE: Particular attention should be given to Recreational Service facilities, ABNB Credit Union, Navy Exchange, all barracks buildings, campgrounds, tenant command facilities, and all housing areas.

_____ Review the Tropical Storm/Hurricane Checklists for Conditions I and II to ensure a maximum state of readiness has been attained.

_____ Notify NAVSUPPACT Norfolk CDO that Northwest Annex has attained readiness Condition I.

_____ Keep all personnel in the shelters until conditions improve and the all clear has been given by the Officer in Charge or Assistant Officer in Charge.

NOTE: The safety of personnel is paramount. Minimize exposure of personnel to foul weather. Personnel should not be ordered outside except to prevent loss of life or serious injury to others. Ensure that any personnel sent outside do so only on the Commanding Officer's, Officer in Charge's or Assistant Officer in Charge's direct orders. These personnel must be properly outfitted with foul weather gear, hard hats, be competent to complete the task assigned, given clear direction and supervision, and remain outside only as long as it takes to complete the task.

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DESTRUCTIVE WEATHER EMERGENCY SHELTER PLAN

Norfolk Shelter (757) 441-5600

Lake Taylor Middle School, 1380 Kempsville Road

Chesapeake Shelters (757) 446-7762

George Washington Carver Intermediate School, 2601 Broad Street

Indian River Junior High School, 2300 Greenbrier Road

Indian River High School, 1969 Braves Trail

Oscar Smith High School, 1994 Tiger Drive

Hickory High School, 1996 Hawk Drive

Thurgood Marshall Elementary School, 2706 Border Road

Western Branch Junior High School, 4201 Hawksley Drive

Western Branch High School, 1968 Bruin Place

Virginia Beach Shelters (757) 427-4228

Birdneck Elementary School, 957 South Birdneck Road

Corporate Landing Middle School, 1597 Corporate Landing Parkway

Cox High School, 2425 Shorehaven Drive

Green Run High School, 1700 Dahlia Drive

Landstown High School, 2001 Concert Drive

Landstown Middle School, 2204 Recreation Drive

Larkspur Middle School, 4696 Princess Anne Road

Salem High School, 1993 Sun Devil Drive

Salem Middle School, 2380 Lynnhaven Parkway

Tallwood High School, 1668 Kempsville Road

Portsmouth Shelters

Churchland Junior High School, 4501 River Shore Road

Wilson High School, 1401 Elmhurst Lane

Water Junior High School, 600 Roosevelt Boulevard

Elizabeth City Shelters

Sheep Harney High School, 307 North Road Street

Northeastern High School, 963 Oak Stump Road

Camden Shelters

Camden High School, Highway 34S Camden

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DISASTER PREPAREDNESS OFFICER NOTIFICATION CHECK-OFF SHEET

WEATHER CONDITION	TIME SET		TIME SECURED	
ACTIVITY	PHONE	PERSON CONTACTED	TIME NOTIFIED	TIME CONDITION SET
USMC MCSFTCo	421-8555			
USCG CDO CAMSLANT	421-6240			
FSSC	636-5364			
NSG Norfolk TETON IMD East	421-8586			
NAVSATCOMMFAC	421-8796			
NSGSD Chesapeake	421-8099 739-5013 (CDO CELL)			
NATO NSU SGT F-3	421-8310			
EWTGLANT AT/FP WDC	421-8031			
SPAWAR-751 BETS	421-8369			
Chapel	421-8204			
MWR	421-8260			
Housing	421-8280			
Bachelor Housing	421-8282			
Galley	421-8331			
FFSC	421-8770			
NEX	421-8254			
Supply	421-8233			
Security	421-8334			
Fire Department	421-8244			
IT	421-8057			
PWC	421-8239			
Medical/Dental	421-8220			

VERY HIGH FREQUENCY HECKLAR RADIO SYSTEM CALLSIGNS

<u>Command</u>	<u>Callsign</u>
NAVSUPPACT Norfolk, Northwest Annex	HECKLAR YARDMARKER
Naval Air Station, Norfolk	HECKLAR NAS Norfolk
Navy Public Works Center, Norfolk	HECKLAR PWC Norfolk
Naval Station Norfolk	HECKLAR NAVSTA Norfolk
Naval Air Station, Oceana	HECKLAR NAS Oceana
Naval Support Activity, Norfolk	HECKLAR NSA Norfolk
Naval Amphibious Base, Little Creek	HECKLAR Little Creek
Norfolk Navy Shipyard, Portsmouth	HECKLAR Shipyard Norfolk